

**Item 10**

**FORWARD PLAN FOR THE SURREY HEATH LOCAL  
COMMITTEE.**

**SURREY COUNTY COUNCIL'S  
LOCAL COMMITTEE IN SURREY HEATH.**

**29<sup>th</sup> April 2004**

**KEY ISSUE:**

The report lists the proposed reports to be presented at Surrey Heath Local Committee up until January 2004, and proposed meeting dates for 2005.

**OFFICER RECOMMENDATIONS:**

**That the Local Committee in Surrey Heath**

- 1. approves the forward plan of committee reports and suggests any additions**
- 2. notes the changes to venues made in 2004**
- 3. notes the election of Chairman and Vice Chairman at the next Local Committee meeting in June 2004.**

**ANALYSIS AND COMMENTARY**

1. Members agreed the following dates in November 2003. Some venues have been changed since the last Local Committee meeting in order to hold rural meetings at times when it will be lighter in the evenings.

Date	Venue
29 <sup>th</sup> April 2004	Kings International College, Camberley
10 <sup>th</sup> June 2004	Mytchett Community Centre
22 <sup>nd</sup> July 2004	Chobham Parish Pavilion
23 <sup>rd</sup> September 2004	Bisley, venue to be confirmed
28 <sup>th</sup> October 2004	Windlesham, St John's Link
2 <sup>nd</sup> December 2004	Kings International College, Camberley
27 <sup>th</sup> January 2005	Old Dean, Camberley, venue to be confirmed
10 <sup>th</sup> March 2005	Camberley, venue to be confirmed
2 <sup>nd</sup> June 2005	Venue to be confirmed
21 <sup>st</sup> July 2005	Venue to be confirmed

### **Forward Plan**

2. In order to plan the work and manage the workload of the Surrey Heath Local Committee a forward plan has been produced. See Annex. This has been written with reference to the Surrey County Council's Executive forward plan to ensure an integration between the two.
3. The forward plan of reports was drafted in conjunction with the Chief Executive's Office and with Service Managers.

### **CONSULTATION**

4. Not Applicable.

### **FINANCIAL IMPLICATIONS**

5. None.

### **SUSTAINABLE DEVELOPMENT IMPLICATIONS**

6. None.

### **CRIME & DISORDER IMPLICATIONS**

7. Care will be taken to ensure that any venues used have good outside lighting and preferably their own car park. Venues have been changed in accordance with Members requests to have rural meetings during the summer months. The forward plan lists the Community Safety Annual report for June 2004.

### **EQUALITIES IMPLICATIONS**

8. Care will be taken to ensure that any venues used will be accessible to all members of the public.

### **CONCLUSION AND REASONS FOR RECOMMENDATIONS**

An agreed forward plan would be beneficial to the effective execution of the business of the Surrey Heath Local Committee.

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**BACKGROUND PAPERS:** None.

## Annex - Forward programme for the Surrey Heath Local Committee.

Date	Report
<b>10<sup>th</sup> June 04</b>	Election of Chair and Vice-Chair
	Community Safety annual report
	Annual report on planning service performance
	Report on area profile in relation to key needs indicators, e.g. deprivation from Planning and development
	Annual report on performance from Emergency Planning
	Annual report from Trading Standards.
<b>22<sup>nd</sup> July 04</b>	Comprehensive report on waste
	Consultation on municipal waste strategy
	Local Democracy Week.
	Local Committee quarterly report and feedback
<b>23<sup>rd</sup> September 04</b>	Annual report on progress for LTP and local capital programme
	Corporate plan – committee to provide a steer on what it would like to see in SCC Corporate Plan 2005/06. To report on local context and performance, targets, local pressures
	Annual report on Library Service in the area for 2004/05 with Annual Library Performance Statement attached
<b>28<sup>th</sup> October 04</b>	Local Committee Annual Plan quarterly report
	Finalise the Committee's advice to the Executive on the County Council's Corporate Plan for 05 / 06
	Children's Services annual report on: Best value/audit commission indicators Service activity for 2004/05 Performance assessment framework position statement Early Years service report on provision
	Annual report from the Youth Development Service
<b>2<sup>nd</sup> December 04</b>	Annual report for the area on all adults and community care services information
<b>27<sup>th</sup> January 2005</b>	Adult and Community Learning academic year annual report and opportunity to influence Adult Learning Plan
	Publicity Plan for 2005 / 06
	Local Committee Annual Plan quarterly report
	Annual report on self reliance
<b>10<sup>th</sup> March 2005</b>	Comprehensive Education local performance report <ul style="list-style-type: none"> <li>• LEA educational attainment</li> <li>• Ofsted results</li> <li>• Field knowledge</li> </ul> Pupil groups, travellers, special needs multi professional teams, physical and sensory report, educational psychology
	Local Committee to provide a steer on the Local Committee Annual Plan
	Local Committee Annual report and forward plan
<b>2<sup>nd</sup> June 2005</b>	Corporate plan – committee to provide a steer on what it would like to see in SCC Corporate Plan 2005/06. To report on local context and performance, targets, local pressures
	Annual report on planning service performance
	Report on area profile in relation to key needs indicators, e.g. deprivation from Planning and development

Date	Report
	Report on highways maintenance will occur annually around May. Timing will be agreed with the local LTD Annual report on performance from Emergency Planning Annual report on Fire and Rescue
21 <sup>st</sup> July 2005	Community Safety annual report Finalise the committee's advice to the Executive on the Corporate Plan Annual report from Trading Standards. Comprehensive report on waste and Consultation on municipal waste strategy Local Democracy Week. Local Committee Annual Plan quarterly report and Local Committee feedback